

Sharon Standing Building Committee
Meeting Minutes
DATE: April 27, 2021

SSBC Members

| | | |
|--------------------------|----------------|-------------------------|
| Gordon Gladstone, Chair | Marty Richards | Colleen Tuck |
| Deb Benjamin, Vice Chair | Richard Slater | Sara Winthrop |
| Matt Grosshandler | Steve Smith | |
| Rick Rice - | Roger Thibault | Maureen Doherty – MCPPO |

SBC Attendees and Others

| | |
|---|--|
| Julie Rowe – SBC – HS | Kevin Nigro – PMA – HS <i>present</i> |
| Judy Crosby – SBC – HS | Matt Gulino – PMA – HS |
| Meg Dussault - SBC | Chris Blessen – Tappe – HS - <i>present</i> |
| Joseph Scozzaro – HS Principal | Chris Sharkey – Tappe – HS - |
| Tony Kopacz – SPS – HS - <i>present</i> | Christian Riordan – Consigli – HS |
| Matt Baldassari – Town - <i>present</i> | Ryan O’Neill – Consigli – HS - <i>present</i> |
| LeeAnn Amend – Library <i>present</i> | Tim Ericson – Consigli – HS |
| Cheryl Weinstein-LBC <i>present</i> | Kyle Raposo – Consigli – HS |
| Carolyn Weeks –LBC | Chandler Rudert – Consigli –HS – <i>present</i> |
| Emily Burke – SC <i>present</i> | Drayton Fair – LLB – Library <i>present</i> |
| Chris Jankun – PMA - <i>present</i> | Jeff Porter – LLB – Library <i>present</i> |
| Michael Stickney LLB | John Sayre Scibona – Design Technique – Library <i>present</i> |
| Chris Carroll – PMA – HS - | Kevin Monkiewitz – Design Technique – Library <i>present</i> |

1. ADMINISTRATION: The Chair read script from Town Administrators Office regarding the remote meeting

The meeting opened at 6:33pm with a roll call acknowledgement of all members in attendance.

• **Executive Session:**

The Chair determined that there was no need for executive session.

Meeting Minutes: The following SSBC minutes of April 13, 2021 were presented for approval.

MOTION: To approve the SSBC minutes of April 13, 2021 as submitted. (Smith/Rice Unanimous)

Note: The formatting on Consigli report needs to be corrected. – It will be reformatted prior to posting.

High School Invoices: \$3, 152,718.96

• **Consigli Construction Co., Inc. Requisition No. 014 totaling \$2,863,035.16 dated 4.01.2021 for the period of March 2021:**

This requisition has been reviewed by both Tappe and PMA. Both Tappe and PMA are recommending payment of this requisition by the Town of Sharon.

• **Tappe Architects, Inc. 210308 totaling \$187,506.15 dated 4.14.2021 for March 2021.** This invoice includes the following:

- \$167,708.33 for the period of March 2021: Construction Administration Fee billed in compliance with Tappe’s 12.02.2019 DD through Close Out Fee Draw Down Schedule and covered by Tappe’s Contract Amendment No. 002 dated 11.19.2019.

- \$ 19,797.82 for: Geotech/Geoenvironmental Engineering Fee for the period through February 26, 2021 as reflected in Tappe's executed contract Amendment No. 003 dated 2.14.2020 for Geotech/Geoenvironmental Engineering DD Phase through Project Close Out.

PMA has reviewed this invoice and we are recommending payment by the Town of Sharon.

- **PMA invoice 04200.00-35 totaling \$101,677.65 dated 4.07.2021 for the period of March 2021.** This invoice includes the following:
 - LS fee of \$94,603.00 for Construction Administration Phase reflected in PMA Contract Amendment No. 002 dated 12.02.2019. This LS billing includes the following backup:
 - PMA actual hours Billing Backup.
 - Lump Sum v. Actuals Matrix.
 - Reimbursables:
 - UTS of Massachusetts Inv. 93030-1 dated 3.05.2021: \$7,074.65 : Required 3rd party construction testing services for February 2021 and first portion of March 2021.
- **Maureen Doherty Reimbursement:**
 - **\$149.00** : On-line MA Construction Supervisors License Renewal Course
- **Gelman and Cabral, LLC Invoices** as follows:
 - **Inv. 23337 dated 2.12.2021: \$156.00** for legal services in January 2021.
 - **Inv. 23390 dated 3.11.2021: \$195.00** for legal services in February 2021.
- **Discussion on invoices:**
 - LS fee of \$94,603.00 for Construction Administration Phase reflected in PMA Contract Amendment No. 002 dated 12.02.2019. This LS billing includes the following backup:
 - PMA actual hours Billing Backup.
 - Lump Sum v. Actuals Matrix.
 - Reimbursables:
 - UTS of Massachusetts Inv. 93030-1 dated 3.05.2021: \$7,074.65 : Required 3rd party construction testing services for February 2021 and first portion of March 2021.

MOTION: To approve the invoices as presented in the amount of \$3,152,718.96. (Rice/Benjamin - unanimous)

1. **Library Project:** The Chair spoke to the committee about the upcoming submission deadline for submission of construction documents to the MBLC by August 1st.

MOTION: To authorize the Architect to move forward to complete the construction documents by August 1, 2021. (Gladstone/Rice) 10-1-0 (Thibault opposed)

Discussion: The Chair stated that there are design costs and some other project related costs totaling to approximately \$125,000. To date the Town has expended \$1,341,508.

2. High School Project Update:

Procurement:

Final GMP document has been fully executed and distributed to the MSBA. PMA will now work with the MSBA to finalize the PFA Bid Amendment.

- The following OALs have been executed, bringing the project procurement to roughly 93% complete. CCC is updating OAL tracking log and will have available to present to SSBC on Tuesday, 4/27/2021.

- OAL #017 – Firestopping
- OAL #018 – Food Service Equipment
- OAL #019 – Spray Fireproofing
- OAL #020 – Auditorium Seating
- OAL #021 – WWTP Upgrades

CCC continues to hold de-scope meetings for theatre equipment and demolition/abatement scopes of work. After de-scope, contractors will provide final bids which will be issued in the forthcoming OALs for review and approval

Construction:

Bldg. E, GP East Steel install metal decking, moment frames, bolts, welding, detail work on-going, 4/20-4/23. Steel inspection 4/22, okay.

Bldg. D, GP East Steel crane moved and setup 4/20, started erecting steel column and beams 4/20-4/23, unload steel deliveries, review, shake and organize onsite 4/21, 4/22.

Bldg. C, GP East Steel install metal decking, moment frames, bolts, welding, detail work finishing up (98% done). Steel inspection 4/22 okay.

Bldg. F, No activity this week.

Bldg. A, Riggs form walls, rebars, pour concrete walls 10 CY okay 4/23. **Marois** install insulation board and backfill footings.

Bldg. G, Riggs grout and install metal plates, bolts. **Superior Caulking & Waterproofing** elevator #2 install water proofing. **Marois** install insulation board and backfill footings.

Bldg. B, Marois excavating for foundation footings 100% done 4/22. **Riggs** form footings, rebars, and pour concrete footings 50-60 CY on 4/21, okay. 120 CY on 4/23, okay.

Upcoming Activities:

- Structural steel erection, decking, detailing and associated deliveries are ongoing for buildings E and D
- Continue with the slab on deck preparation in building C
- Continue with underground utility installation. Coordinating with steel installation and crane location
- Form and place concrete footings and foundations in Building B. Final area for footings and foundations

Project Updates:

1) GMP Summary

| | | |
|--------------------------------------|---------------|------------------|
| a) Preconstruction Amount | \$431,885 | |
| b) GMP Amendment #1 Amount | \$5,759,799 | |
| c) GMP Amendment #2 Amount | \$16,835,409 | |
| d) GMP Amendment #3 Amount (Pending) | \$98,517,546 | |
| e) Total GMP Amount | \$121,544,639 | |
| f) Approved Change Orders | \$184,627 | (CO 1-4) (0.15%) |
| g) Current GMP Amount | \$121,729,266 | |

2) Change Orders Not Approved

- a) Tentatively Approved \$(15,143) *(Recommended by SSBC Change Com.)*
- b) Submitted Changes \$23,119 *(Under review by the Team)*
- c) Potential Changes \$174,300 *(Not yet submitted)*
- d) Total Not Approved \$197,419 *(sum of b & c)*
- e) Total Potential Changes (incl. tent. approved) \$182,276 *(sum of a, b & c; <0.16% of GMP)*

3) CM Contingency

- a) Beginning Amount \$2,099,210
- b) Amount from Savings from Buyout \$1,809,191 *(+/-) (Through OAL #21)*
- c) Current Amount \$3,908,401
- d) Requests Against Contingency
 - i) Approved \$12,638
 - ii) Tentatively Approved \$17,059 *(Approved by the Team)*
 - iii) Pending \$37,234 *(Potential & Submitted)*
 - iv) Total Transfers \$66,931 *(0.5% of Amt Available)*
- e) Current Anticipated Balance \$3,841,470 *(178% Remaining)*

4) Requisitions (thru Requisition #14 thru March 2021)

- a) Total Completed to Date \$10,043,381 *(8.4%)*
- b) Retainage Withheld \$478,871 *(-)*
- c) Total Due to Date \$9,564,510
- d) Total Paid to Date \$6,701,476
- e) Total Current Payment Request \$2,863,034 *(March Req #14)*

5) Schedule

- i) Foundations complete in E, D, C, F, G & A
- ii) Foundations ongoing in Building B – scheduled to complete early next week
- iii) Foundation backfilling activities are ongoing, beginning to prep for underground plumbing installation in building C
- iv) Building C structural steel decking and detailing complete – 2nd Floor Deck turned over to CCC
- v) Building D Steel Erection ongoing, anticipate completing erection early next week
- vi) Building E Deck & Detail ongoing
- vii) Building F Steel being delivered this week, erection to commence pending completion of Building D

6) Milestone Tracking

| MILESTONE | ORIGINAL DATE | ANTICIPATED/ACTUAL | CFB | CFP |
|---------------------------|---------------|--------------------|-----|-----|
| Complete Foundations | 4/20/2021 | 4/30/2021 | -10 | -10 |
| Structural Steel Complete | 7/20/2021 | 7/20/2021 | 0 | 0 |
| Building Weathertight | 11/1/2021 | 11/1/2021 | 0 | 0 |
| Substantial Completion | 6/29/2022 | 6/29/2022 | 0 | 0 |

CFB – “Change from Baseline”

CFP – “Change from Previous”

Positive value indicates days behind, negative indicates days ahead.

The members from the Committee asked if there was an opportunity to visit the site. A tentative date of 5/11/21 at 4:30 was set.

1. Change Order Sub-Committee Review

- a. Following the SSBC meeting, the change order subcommittee will review the latest group of potential changes and transfer changes. Final change orders will be presented to the full SSBC after the sub-committee has reviewed/approved.

ADJOURNMENT: Through unanimous consent the meeting ended at 7:30pm

Submitted:

Maureen R. Doherty – Project Manager
Sharon Standing Building Committee

Gordon Gladstone

(Gordon Gladstone) Signature of Chair

May 11, 2021

Date of Acceptance